- WAC 308-124-310 Preliminary record in brief adjudicative proceedings. (1) The preliminary record with respect to an application for an original or renewal license, for approval of an education course or curriculum, or for the proper issuance of a cease and desist order shall consist of:
- (a) The application for the license, renewal, or approval and all associated documents; or the cease and desist order and all associated documents;
- (b) All documents relied upon by the program in proposing to deny the license, renewal, or approval; or all documents relied upon by the program in issuing a cease and desist order; and
- (c) All correspondence between the applicant for license, renewal, or approval and the program regarding the application; or all correspondence between the respondent and the program regarding the issuance of the cease and desist order.
- (2) The preliminary record with respect to determination of compliance with a previously issued final order or agreement shall consist of:
  - (a) The previously issued final order or agreement;
- (b) All reports or other documents submitted by, or at the direction of, the license holder, in full or partial fulfillment of the terms of the final order or agreement;
- (c) All correspondence between the license holder and the program regarding compliance with the final order or agreement; and
- (d) All documents relied upon by the program showing that the license holder has failed to comply with the previously issued final order or agreement.
- (3) ((The preliminary record with respect to the determination of nonpayment or default by the license holder on a federally or state-guaranteed education loan or service-conditional scholarship shall consist of:
- (a) Certification and report by the lending agency that the identified person is in default or nonpayment on a federally or stateguaranteed education loan or service-conditional scholarship; or
- (b) A written release, if any, issued by the lending agency stating that the identified person is making payment on the loan in accordance with a repayment agreement approved by the lending agency.
- (4))) The preliminary record with respect to all other issues subject to a brief adjudicative hearing shall consist of:
- (a) All documents relied upon by the program in proposing disciplinary action as provided under RCW 18.235.110; and
- (b) All correspondence between the license holder and the program regarding alleged violations.

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